

# GRANADA SANITARY DISTRICT

## OF SAN MATEO COUNTY

504 Avenue Alhambra, Suite 202 ~ P.O. Box 335 ~ El Granada, California 94018  
Telephone: (650) 726-7093 ~ Facsimile: (650) 726-7099 ~ Email: gsdsanitary@comcast.net

## MINUTES

### BOARD OF DIRECTORS REGULAR MEETING

### February 17, 2005

**CALL MEETING TO ORDER:** The Regular Meeting of the Board of Directors of the Granada Sanitary District was called to order by President Clark at 7:47 p.m.

**ROLL CALL:** Attending Directors: President Matthew Clark, Vice President Leonard Woren, Secretary Fran Pollard, and Treasurer Ric Lohman.

Attending Staff: General Manager Chuck Duffy, Administrator Delia Comito, and District Legal Counsel Jonathan Wittwer.

**PLEDGE OF ALLEGIANCE:** President Clark led those present in reciting the Pledge of Allegiance.

#### **GENERAL PUBLIC PARTICIPATION**

El Granada resident Keith Mangold asked the Board if he could make a presentation at the next board meeting regarding the Pilarcitos Creek Reclaimed Water Project, which the board agreed to.

#### **ACTION AGENDA**

**1. Approval of Certificate of Appreciation to Director Shawn McGraw.**

The board expressed their appreciation to Director McGraw for her contributions and service as a member of the District Board of Directors, and stated that she would be greatly missed.

**ACTION:** Director Woren moved to approve the Certificate of Appreciation to Director McGraw. (Woren/Pollard). Approved 4-0.

**2. Consideration of Class 1A and Class 3 permit applications: Adriana Kelly (Fogli), APN 048-013-560, 1<sup>st</sup> Street, Miramar.**

**ACTION:** Director Woren moved to approve the Class 3 and Class 1A sewer permits subject to the following conditions: 1) Payment of all applicable fees; 2) Approval of the plans by the General Manager; and 3) completion of the Class 3 sewer main line extension, or the applicant may secure a performance bond equal to the amount of the estimated construction costs of the main line, which would be held by the District until the project is complete. (Woren/Pollard). Approved 4-0.

**3. Consideration of agreement with Wittwer & Parkin, LLC for District General Counsel services.**

**ACTION:** Director Pollard moved to approve the agreement with Wittwer & Parkin, LLC. (Pollard/ Lohman). Approved 4-0.

**4. Consideration of application to Local Agency Formation Commission (LAFCo) for possible reorganization into a Community Services District, and possible action on related matters.**

General discussion was held concerning responses to issues raised by LAFCo and the City of Half Moon Bay.

**ACTION:** Director Pollard moved to direct the General Manager to write a letter to the Montara Water and Sanitary District to ascertain their level of interest in the possibility of consolidating the two sewer districts. (Pollard/Lohman). Approved 4-0.

**CONSENT AGENDA**

Director Clark requested that Item 7 be held for discussion. Director Woren requested that Items 9 and 12 be held for discussion.

**5. Approval of Special Meeting minutes for January 12, 2005.**

**6. Approval of Special Meeting minutes for January 18, 2005.**

**8. Approval of Special Meeting minutes for January 27, 2005.**

**10. Approval of Assessment District Administrative Costs Fund distribution #18 totaling \$ 5,244.21.**

**11. Approval of December 2004 Financial Statements.**

**ACTION:** Director Pollard moved to approve Consent Agenda items 5, 6, 8, 10, and 11. (Pollard/Lohman). Approved 4-0.

**7. Approval of Regular Meeting minutes for January 20, 2005.**

A few minor corrections were made to the draft minutes.

**ACTION:** Director Pollard moved to approve the regular meeting minutes for January 20, 2005 as amended. (Pollard/Lohman). Approved 4-0.

**9. Approval of February 2005 warrants totaling \$ 93,549.91 (Check# 1862-1891).**

Director Woren asked for clarification of an item on the warrants.

**ACTION:** Director Woren moved to approve the February warrants totaling \$93,549.91 (Check# 1862-1891). (Woren/Pollard). Approved 4-0.

**12. Consideration of Quarterly Investment report for period ending Dec. 31, 2004.**

Director Woren had some questions regarding possible investments other than LAIF.

**ACTION:** Director Woren moved to approve the quarterly investment report for the period ending Dec. 31, 2004. (Woren/Pollard). Approved 4-0.

**DIRECTORS' COMMENTS AND COMMITTEE REPORTS**

**13. Sewer Authority Mid-Coastside:**

**14. Report on other seminars, conferences, or committee meetings.**

**INFORMATION CALENDAR**

**15. General Manager's Report.**

None to report.

**16. Administrator's Report.**

None to report.

**17. Attorney's Report.**

None to report.

**FUTURE AGENDA ITEMS**

**ADJOURN REGULAR MEETING:** The meeting adjourned at 9:40 p.m.

SUBMITTED BY:

APPROVED BY:

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Chuck Duffy, General Manager

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Fran Pollard, Board Secretary

Date Approved: March 17, 2005